



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

James G. Davis MD, Treasurer
Political Action Committee
Of The American Association
Of Orthopaedic Surgeons
317 Massachusetts Avenue NE
Washington, DC 20002

DEC 8 1999

Identification Number: C00343137

Reference: Mid-Year Report (1/1/99-6/30/99)

Dear Dr. Davis:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-You must attempt to obtain the full name, mailing address, occupation and name of employer for all individuals who contribute more than \$200 in a calendar year. Please amend your report to include the omitted information.

A committee may establish "best efforts" by providing the Commission with a description of its procedures for requesting the information. It is also in the best interests of the committee to provide a copy of its solicitation. In order to establish "best efforts", the committee must demonstrate that it makes at least one request for the information after the contribution is received. This one request must be made for any solicited or unsolicited contribution that, in the aggregate, exceeds the \$200 threshold and lacks the necessary information.

Each solicitation must include a clear and conspicuous request for the information. If a committee receives a contribution that, in the aggregate, exceeds the \$200 threshold but lacks contributor information, the committee must, within 30 days, make a written or oral request for the information.

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